



Hancock County Board of Supervisors Agenda

February 16, 2016 at 9:00 a.m.



1. Call to Order

- a. Pledge of Allegiance
- b. Invocation

2. Amendments to Agenda

- a. County Officials
- b. Others

3. Accept Agenda

4. Announcements

- a. The next regularly scheduled meeting is March 7, 2016
- b. BID OPENING – 11:00 a.m. – Construction of Safety Improvements at Various Locations

5. Approve Board Minutes

- a. February 1, 2016, and February 8, 2016

6. Approve Claims Docket

- a. Approve Supplemental Docket – \$74,753.69
- b. Bi-Weekly Payroll Amount – \$559,954.25

7. Business Agenda

- a. Charles B. Benvenuti, CPA, PA – Jina Necaie, Grant Administrator
- b. Hancock County Port and Harbor Commission – Possible Executive Session
- c. City of Waveland – Brent Anderson – Request for Road & Bridge Funds
- d. Kelly Walker – Arena Track
- e. Wayne Cuevas – Arena Track
- f. City of Biloxi – Cliff Kirkland
- g. Drug Court – Cheré Hayward
- h. **11:00 a.m.** – MDOT – Kelly Castleberry – Update on SR 43/603 - Kiln Bypass

8. Consent Agenda

a. Ricky Adam- Sheriff

- 1. Part time Deputy needs to be moved to full time Diamondhead Deputy, effective 02-21-16. Milton Latchar – \$14.40 an hour – Taking John Compton's place
- 2. Sean Fraleigh needs to be moved from part time to full time Deputy, effective 02-21-16 @ \$13.90 an hour - Taking Jonathan Kelton's place
- 3. Full time Deputy Jonathan Kelton needs his pay to be adjusted from \$13.90 to \$14.40 an hour, effective 02-21-16. – Taking Joseph Garrett's place



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4. Part time Correction Officer Walter Farnsworth needs to be taken off of payroll due to his resignation, effective 02-16-16.
 5. Full time Correction Officers need to have their pay adjusted from \$12.50 an hour to \$13.00 an hour, they have finished their probation. Effective 02-21-16. Jordan Platt Jason Skaines
 6. Motion to approve of Intergovernmental transfer between City of Bay St Louis and Hancock County for the transfer of 5 vehicles in the amount of \$25,000.00 to the City of Bay St Louis to be paid from Gaming fund 120-200-915.
 - a. 2009 Ford F150 Super Cab – VIN 1FTRX12W9FA01480
 - b. 2009 Ford F150 Super Cab – VIN 1FTRX12W9FA01481
 - c. 2007 Crown Victoria – VIN - 2FAHP71W47X101800
 - d. 2007 Crown Victoria – VIN – 2FAHP71W47X101803
 - e. 2008 Crown Victoria – VIN – 2FAHP71V18X158150
 7. Motion to approve ordering untraceable tags for the following vehicles:
 - a. 2009 Ford F150 Super Cab VIN# 1FTRX12W9FA01480
 - b. 2009 Ford F150 Super Cab VIN# 1FTRX12W9FA01481
- b. Jimmie Ladner- Tax Assessor**
- c. Karen Ruhr- Circuit Clerk**
- d. Brian Adam- EMA Director**
1. Approve Holly Bilbo as Receiving Clerk for the Hancock County Emergency Management Agency. Also requesting Holly Bilbo be bonded for this position.
- e. Kevin Ladner- Recreation Director**
1. Approve: For Robin to purchase a John Deere 5075E for McLeod Park off State Contract for the amount of \$28,656.34.
- f. Michelle Cuevas- Inventory Control**
1. Motion to approve of the removal and disposal of the listed assets from inventory as they are no longer needed for County purposes:
 1. Tax Office: 6545 (cell phone); 6563 (cell phone);
 2. Sheriff's Office: 5550 (mifi card); 7141 (asset added in error); 4448 (computer)
 3. EMA: 6698 (cell phone); 6699 (cell phone)
 2. Motion to approve spreading the inventory reports for January on the minutes.
 3. Motion to approve auction contract with Cuevas Auction for February 2016 to February 2017.
 4. Motion to approve ordering an untraceable tag for asset 7223, a 2016 Chevrolet Tahoe VIN# 1GN5CAKC3GR224809, for the Sheriff's Office.



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g. Robin Benoit- Purchasing Clerk

1. Approval to purchase for the Sheriff's Dept. 1 – 2016 Chevrolet Tahoe SSV (special service vehicle) off MS State Contract MS State Contract No.8200021688, Effective Date: 10/1/2015 – 9/30/2016. Price is \$37,532.00 from Roger-Dabbs Chevrolet Hummer
2. Approval to purchase for the Sheriff's Dept. 4 – light systems plus installation for the Chevrolet Caprice, Low Quote is \$17,052.00 from True Service Electronics, LLC
3. Approval to purchase for McLeod Park 1 – John Deere 5075E Utility Tractor FT4 off MS State Contract MS State Contract No.8200016927, Effective Date: 3/1/2015 – 2/29/2016, Price is \$28,656.34 from Deere & Company
4. Approval to spread the monthly credit card report on the minutes

h. Anthony Cuevas- Building Official

1. Approve the Planning Commission Meeting Minutes held on January 21, 2016
2. Approve to extend the Temporary Moratorium on the Filing of Applications for RV Parks/Trailer Parks within Hancock County for one year.
3. Approve to advertise for the Sand Beach Ordinance for Vendors except for Site Locations W-2 and C-1.

i. Geoffrey Clemens- County Engineer

1. Request authorization for Change Order #1 Old Kiln Road-Leetown (215-050)
2. Request authorization to approve and have signed Substantial Completion Certificate – Reserve Street Improvements (215-025)
3. Letter of recommendation Lakeshore Recreational Park Walking Trail
4. Request for workshop on County Roads and Bridges

j. Eric Church- Grant Administrator

k. Nancy Kelly- Accountant/Comptroller

l. Kathy Brooks- Board Secretary

1. Motion to Spread on Minutes Grand Jury Report for the term August,2015 to February, 2016
2. Motion approve tax forms 71027-Notice to increase assessment of Real/Personal Property
3. Motion approve tax forms 71026-Notice Reduction of Assessment

m. Vic Johnson- Road Manager

1. Request approval to hire (Daphne Bello-Pike) as a truck driver/labor to replace (Guy Graham) who resigned back in Sep. 2015. This is a full time job at south maintenance; pay will be \$11.00 per hour.
2. Request approval to allow shelter director to open shelter for business on Saturday from ten to two. This can be done at no added cost to the county.



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3. Request approval to wave or lower \$75.00 adoption fee on two potbellied pigs dropped off at shelter in hopes of getting someone to adopt them.

n. Gary Yarborough Jr.- Board Attorney

1. Motion to Approve transfer document of Special Warranty Deed to accept transfer of Court Street Parking Garage from Bay Saint Louis, per Intergovernmental Transfer Agreement.
2. Spread on minutes release from Alton Sick and authorize Board President to execute agreement, and authorize County personnel to make payment pursuant to agreement.
3. Spread on minutes executed release from CDM Smith and authorize Board President to execute agreement, and authorize County personnel to make payment pursuant to agreement.

o. Felicity Arcement- County Administrator

1. Authorize termination of the May 2009 contract with Medir Chambers, LLC, for chancery and youth court software modules, including recording/indexing workstation licenses and public search workstation licenses, with said termination effective April 1, 2016. (No Paperwork.)
2. Spread on the minutes the final report of the August 2015 Term Grand Jury to the Honorable Christopher L. Schmidt, as filed in the Circuit Court of Hancock County on February 2, 2016.
3. Designate Donna Henry, Hancock County Payroll Clerk, as the Plan Administrator for Hancock County's employee benefit policies, and authorize Ms. Henry to sign documentation required in order for the Agent of Record (HUB International) to secure policy renewals on an annual basis. (No Paperwork.)
4. Approve an Interlocal Agreement between the Hancock County Board of Supervisors and Mississippi State University, through the Mississippi State University Extension Service, as recommended by the United States Department of Agriculture, to outline the operating agreements and obligations between the parties.
5. Spread on the minutes the February 4, 2016, letter from Hancock County Youth Drug Court designating drug testing materials and reagents for the drug testing machine provided by DTPM as single source items in accordance with Miss. Code Section 31-7-13(m)(viii), and authorize the purchase of said drug testing materials and reagents as single source items. (Invoice included on current docket.)
6. Authorize the County Administrator to work with the Hancock County Regional Solid Waste Management Authority to explore potential cost savings through consolidation of county waste disposal services. (No Paperwork.)
7. Authorize submittal of an application for Local Solid Waste Assistance Grant Funds administered by MDEQ, with said applications due to MDEQ no later than April 30, 2016, and authorize the submittal of an application for additional competitive solid waste assistance grant funds with said applications due to MDEQ by April 1, 2016. (No Paperwork.)
8. Spread on the minutes the fully executed Hold Harmless Agreement between Coast Electric Power Association, Inc., and Hancock County, Mississippi, related to use of the Hancock County Fairgrounds (Arena) as a staging site during the 2016 hurricane season.



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p. Tim Kellar- Chancery Clerk

1. Request approval and payment of the Mississippi Chancery Clerk's Association annual association dues and registration fees for the fiscal year 2015-2016 in the amount of \$1,000.00.

9. Supervisors' Items

- a. District 1 – David Yarborough
- b. District 2 – Greg Shaw
- c. District 3 – Blaine LaFontaine
- d. District 4 – Scotty Adam
- e. District 5 – Darrin Bo Ladner

10. Public Comments

11. Executive Session

- a. Board Attorney

12. Adjourn/Recess